Town of "XX"

Basic Planning Statement

Town Model

Draft Document

Note: ***This urban model addresses various aspects of community development and land use, and presents typical concerns and issues, objectives, and policies. This model may be used as a basis for preparing a basic planning statement (policy plan) for a town with any necessary modifications, alterations, or expansion suitable for the community in accordance with The Planning and Development Act, 1983. This model may be applied to a small city where a basic planning statement is considered appropriate and which may be broadened in scope suitable to the community.***

All statements in this document are meant to be samples that have been common to other towns. However the statements must each be examined for relevance to a particular town and each town using this model may wish to add to, delete, or significantly change any statement. The document is intended as a sample guide only. The town should have their final bylaw reviewed by a solicitor. It is recommended that a professional planner licensed under The Community Planning Profession Act be employed in the preparation and adoption of a basic planning statement and zoning bylaw.

102-05814/

TOWN OF "XX"

BYLAW NO. _____

A Bylaw of the Town of "XX" to adopt a Basic Planning Statement.

Whereas the Council of the Town of "XX" has, by resolution authorized the preparation of a Basic Planning Statement pursuant to Section 39 of *The Planning and Development Act, 1983*;

And Whereas, *The Planning and Development Act, 1983*, provides in Section 44 that Council may, by bylaw, adopt a Basic Planning Statement;

Therefore, the Council of the Town of "XX" in the Province of Saskatchewan, in open meeting hereby enacts as follows:

1. This Bylaw may be cited as the "Town of "XX" Basic Planning Statement Bylaw".

2. "The Basic Planning Statement" of the Town of "XX" is attached as Schedule "A" and forms part of this Bylaw.

3. This Bylaw shall come into force on the date of final approval by the Minister of Municipal Affairs and Housing.

_____
MAYOR

SEAL

_____
ADMINISTRATOR

Certified a True Copy of
Bylaw No. _____, adopted by
Council on the _____ day of
_____, 20__.

_____
Administrator

TOWN OF "XX"

BASIC PLANNING STATEMENT

SCHEDULE "A" to

BYLAW NO. _____

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1. INTRODUCTION

1.1 Authority and Purpose

In accordance with Sections 39 and 42 of *The Planning and Development Act, 1983*, the Council of the Town of "XX" adopts this Basic Planning Statement to provide the Town with goals, objectives and policies relating to the future development of the community. It is intended to guide Council in decisions for the health, safety, and general welfare of the community.

1.2 Scope

The policies of this Basic Planning Statement will apply to all land within the Town of "XX". Policies which address the future development of areas outside the current limits of the Town indicate future intent and such policies will only apply if these areas are annexed to the Town. All development within the Town will conform to the objectives and policies of the Basic Planning Statement.

2. COMMUNITY GOALS

Community goals are a desired state, which provide a framework from which objectives and policies are derived. The goals of the Town of "XX" are as follows:

Note: Sample community goals may be as follows:

- *To diversify the economic base of the community and to provide retail support for the surrounding agricultural region*
- *To guide future development in an orderly and cost-efficient manner within the financial capability of the community*
- *To support and complement provincial interest.*
- *To co-operate in the delivery of services with other municipalities.*

Note: Section 3 is optional, but can be used to identify the opportunities which can serve as a foundation for community development and constraints that need to be addressed in determining the future for the community. Sample opportunities and constraints are noted in Italics below and there may be others that may be specific to a community that could be identified.

3. OPPORTUNITIES AND CONSTRAINTS

The Town of "XX" possesses a number of natural, social and economic attributes important in fostering community development. There are also a number of constraints that must be taken into consideration and addressed by the Town in community planning. These opportunities and constraints are described below.

3.1 Opportunities

- *The Town has a well-developed highway commercial and light industrial sector when compared with other communities its size. The concentration of highway and light industrial uses along the highway is of benefit to the community in terms of assessment and presentation of a well-developed community. The combination of these two elements provides opportunities to strengthen further the commercial and industrial sector in diversifying the local economy.*

- *The Town has an adequate land base for commercial and industrial development. This is supported by an availability of good quality water and sewer facilities and a sound infrastructure.*

- *The Town recognizes the need for inter-municipal co-operation and is working with other municipalities in promoting regional economic development. The Town currently participates in a number of inter-municipal planning initiatives with the adjacent rural municipalities e.g. fire protection, recreational, and landfill services. There are opportunities for enhancing partnerships and inter-municipal co-operation in the delivery of services.*

- *There is an opportunity to support seniors housing. Projections indicate that there will be an increase in seniors. There may be opportunities of examining ways of enhancing services and providing suitable housing to the elderly. This may be achieved by setting aside or designating land appropriate for seniors' housing development or facilities and potential expansion.*

3.2 Constraints

- *Physical man made features are constraints to expansion of certain uses in the community. Man made features such as (list: e.g. the sewage lagoon, landfill, utility lines, roadways, rail line, intensive livestock operations) all influence the spatial distribution of any new development. These constraints must be considered in future development. In addition, any required setback as may be required by provincial legislation must be adhered addressed in subdivision design.*

- *Natural features such as low-lying or unstable areas need to be identified as well. Such areas will pose a constraint to development.*

- *Other constraints could include financial or municipal servicing limitations and may be address in this subsection.*

4. POPULATION

4.1 Demographic Trends

Note: Typically a basic planning statement would provide a demographic analysis. The following information presented in this section notes a demographic and labour force analysis, which would reveal any emerging trends. This analysis is an important component and there should be an interpretation of the trends and its implications for the municipality. Information may be presented in an Appendix and summarised in this section.

- *SHSP population statistics for the period 1987 to 1997 indicates an overall increase of 24 percent. New employment opportunities created from the development of new businesses have contributed to the increase in populations. Statistics also indicate that the Town has a younger population when compared with other similar municipalities in the province. Maintaining adequate services, facilities, and infrastructure to meet future resident needs will be a matter for consideration by the Town.*

- *Population estimates show that the 0-19 and 20-39 age groups will be relatively stable in future years declining only slightly over the next 20 years. The estimated slight decline in the young population combined with an ageing of the 20 - 39 cohort and a declining birth rate will have a negative impact on natural increase and ultimately upon school enrolment. In-migration will be a key factor in maintaining a stable population in the longer term.*

- *The population is ageing with a slight increase in senior's population (80+ age group). The 60-79 cohort shows a decline, as there is insufficient replacement from the 40-59 age group. The 40 - 59 age group will increase with the ageing of the younger cohorts, but there will be a strong showing in young families in the community. This information suggests a need to examine future areas for residential development in meeting expected demand. There will also be a need to maintain suitable seniors housing.*

- *The number of one-person households was 21.7 percent in 1981, 25 percent in 1991 and 24 percent in 1996. The increase from 1981 can be attributed to the increase in seniors, a trend that is expected to continue from an ageing population.*

- *The average household size should remain relatively stable at the current rate of 2.7 persons per household over the next 10 years. The rate remained constant at 2.7 between 1981 and 1991. In 1996, the average household size per census family was equal to the provincial figure of 3.1 persons. This information indicates an increase in persons per household attributed to a relatively stable child bearing cohort. The need for certain public facilities and services for this cohort will be strong.*

- *Single parent families showed a slight decline from 5.8 percent to 5.4 percent for 1981 and 1996 respectively. This trend is opposite the provincial average, which showed an increase from 9 percent to 13.4 percent for the same period. Despite this reduction, the need to maintain social housing will continue to be important to the community.*

4.2 Labour Force

The labour force analysis provides an historical view of employment in the Town. A summary is presented below[1]:

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[1] based on 1996 Statistics Canada data

- *Labour force information for 1996 (15 years+) reveals that the employment participation rate of 65.4 percent was slightly lower that the province which was 67 percent. The unemployment rate at 2.9 percent was much lower than the provincial rate of 7.2 percent. The lower unemployment from 6.9 percent in 1991 is attributed to jobs created by new businesses.*

- *The Town does not have a large surplus labour pool. For a major employer this would mean attracting new people into the workforce, many of which would come from outside the community. New employment opportunities would be key in attracting new people to the community.*

- *Retail trade and service sectors, which are predominantly urban-based, account for about 63.2 percent of total employment. This percentage is slightly higher when compared with the province rate of 57.8 percent for the same sectors. The retail and service sectors are complemented by a relatively high construction employment sector of nearly 19.2 percent. The corresponding figure for the province is 6 percent. Statistics show that manufacturing accounted for only 7.4 percentage of employment, which is higher than the provincial amount of 6.3 percent. Recent business expansion is a contributing factor in the higher manufacturing level when compared with the province. This information suggests the importance of residents having the technical skills and education for managing services and business.*

- *The average household income of $38,909, which is lower than the provincial average of $42,685, is likely attributed to the large number of persons employed in lower retail and service jobs. However, the difference between the provincial average and the Town has declined considerably since 1991. In 1991, the average household income for the Town was equal to 71.4 percent of the provincial average household income, whereas in 1996, it grew to 91.1 percent. Again, this is likely due to the number of jobs recently created in manufacturing where wages tend to be higher than for service and retail sales. Any increase in disposable income may result in an increased demand for goods and services and better affordability for residential accommodation.*

4.3 Population Projection

Note: A population projection is presented in order to determine future growth or decline in the community. Having an idea as to potential growth in population is critical to planing for future development and services. The following information presents three forecasts based on three different historical time periods as noted which serves as a basis in determining a target population.

Three population forecasts the Town are summarised below:

- *Scenario 1 (Low Population): This scenario is based on the five year 1987-92 migration pattern (Migration 1) which was a reflection of a slower provincial economy. The projection indicates a relatively stable population with only marginal growth to a population of 838 in 2017.*

- *Scenario 2 (High Growth): This scenario is based on the 1992-97 migration pattern (Migration 2) and projects a significant increase in the population to 1080 in 2017. This period is representative of improvement in the overall provincial economy and recent expansion of industrial development in the community.*

- *Scenario 3 (Medium Growth): This scenario is based on the ten year 1987-97 migration pattern (Migration 3) and estimates a general increase in population to 958 in 2017. This scenario is representative of a smoothened effect of both slower and rapid growth periods and is likely to be a better estimator of future population.*

The above scenarios provide a basis in identifying a target population for the Basic Planning Statement. Depending upon which migration pattern is used, short term projections vary from generally stable to a moderate growth pattern. Attempting to precisely determine a specific population in the future is prone to considerable error. A more meaningful approach is to define a population target and use it as a guide in future planning. Therefore, to guide Council on community development, a target population of 1,000 persons will be used as a basis for land use planning and the provision of facilities and services.

5. LAND USE CONCEPT

Note: A basic planning statement would address future development of a community and examine land uses and related issues pertaining to the community. This section of the model presents land use designations that typically would be presented in a basic planning statement and which would support provincial interests and policies. A Land Use Concept map would appropriately illustrate the noted designations. Each land use section should be introduced with a discussion of the issues and concerns. Sections 6 to 16 present sample issues and concerns identified in Italics and are intended to present typical issues in towns to which objectives and policies are identified.

The Basic Planning Statement *Land Use Concept Plan* designates land use development and specific policy areas. The *Land Use Concept Plan* reflects the pattern of existing land use that originated with subdivision and development, and designates future land use complemented by specific policies. The designation of land uses reflects the *Town*'s perspective on community development and provides a framework for decision making. Any future development within these areas will be subject to specific zoning controls and site review. The following designations and the objective of each are as follows:

Residential: This designation recognizes existing residential development and lands subdivided or intended for future residential development.

Commercial: This designation reflects existing commercial development. Separate designations identify future central business district and highway commercial uses.

Industrial: This designation reflects existing industrial development and identifies future development areas.

Community Service: This designation reflects major institutional and recreational uses, as well as, public works.

Urban Holding: This designation applies to land that may have physical and environmental constraints and to land that may be developed in the long term. Land use will be controlled and any proposals for urban development will be considered in terms of the Basic Planning Statement.

6. RESIDENTIAL

6.1 Issues and Concerns

Providing properly planned and affordable housing is important to the community. Infilling and redevelopment of existing residential areas provides an opportunity for the economical provision of services. An expected increase in the seniors population will require that affordable, suitably located housing be provided.

There is a need to identify suitable lands for residential development. Statistics Canada information

on the types of dwellings units that existed in 1991 (as compared with 1996 data) is used in estimating the demand for new housing. Based on an average of 2.7 persons per household and a dwelling composition of 87 percent single detached, 5 percent multiple units, and 8 percent other dwelling types. For a target population of 1,000 persons (which represents approximately 193 additional persons), about 84 dwelling units will be required. Based on a density of 10 dwelling units per hectare (4 dwelling units per acre) for single detached dwellings about 6 hectares (15 acres) of land will be required to accommodate this type of dwelling. The Town presently has 5 vacant lots in its new housing area, which would reduce the land requirement to about 5 hectares (12 acres). Also, 2 vacant private lots exist which could possibly be used for infill development. Land for other uses would be nominal.

There are four mobile homes in the community. Council wants to control mobile homes to ensure that any can be effectively integrated with other types of dwellings in the Town.

The safe construction and maintenance of buildings along with the certification of mobile and modular homes to meet safety standards is important to the Town.

6.2 Objectives

- To identify suitable future residential development areas.
- To provide for different types of residential dwellings in a planned and cost efficient manner.
- To ensure that dwellings and buildings are constructed and maintained to acceptable and safe standards.
- To support the development of affordable housing.

6.3 Policies

(1) The *Land Use Concept Plan* identifies land that will be used for residential and compatible related uses to accommodate different forms of dwellings as regulated by the zoning bylaw. In planning new residential areas Council will have regard to:
- compatibility of adjoining land uses;
- avoidance of environmentally sensitive and hazardous areas;
- the ability of the Town to provide efficient and economical municipal services;
- the impact on financial and capital planning by the *Town*;
- zoning, subdivision design, street layout, and site planning; and
- provision of dedicated lands pursuant to *The Planning and Development Act, 1983*.

(2) The land area east of the tracks contains a mix of residential and commercial land uses. The intent is to provide for continued residential development, however, Council would consider redevelopment and potentially other land uses based on the factors contained in subsection 6.3(1).

(3) Council may acquire and subdivide land for residential purposes where there is a need to provide land for future expansion.

(4) The Town will support public housing by:

- identifying appropriate locations for development;
- assisting in the development review process; and
- where appropriate, and within financial capabilities, participating in public projects.

(5) Residential building construction will be regulated by the Town's building bylaw to ensure a high quality of housing.

(6) Multiple unit dwellings will be directed to sites considered by Council to be compatible with adjacent residential development having regard to suitable street and vehicular access and as regulated by the zoning bylaw.

(7) Mobile and modular homes will be regulated by the zoning bylaw and must meet Canadian Standards Association requirements.

(8) Redevelopment and infill residential development will be supported to maximize the use of existing infrastructure and services.

7. CENTRAL BUSINESS COMMERCIAL

Note: Some communities may wish to combine commercial and highway/service commercial uses into one district depending upon the extent and location of such uses.

7.1 Issues and Concerns

There is a need to encourage further development in the central business area in support of community viability and stability. There must also be consideration of how future development will occur in the central business area with regard to existing single detached dwellings.

There is also a need to maintain a concentrated commercial area for the mutual benefit of existing businesses and the community. Any expansion should have regard to concentrating retail uses and providing an important linkage with highway commercial at the entrance to the community.

There are several single detached dwellings located in the central business area. There is a need to establish policy on these uses.

7.2 Objectives

- To encourage and support the development of new businesses.
- To promote and maintain a concentrated central business district.
- To ensure an available supply of land for commercial development.
- To accommodate existing dwellings in the downtown area.

7.3 Policies

(1) The area shown as Central Business Area on the *Land Use Concept Plan* identifies the location for future retail and central business commercial uses.

(2) Council will support the development of community facilities in the central business area as a means of complementing commercial uses as specified in the zoning bylaw.

(3) Council will continue to promote the Town as a place for new businesses, in conjunction with the Regional Economic Development Authority.

(4) Council will examine ways of strengthening the viability of the central business area by:
- enhancing the streetscape appearance and public amenities; and
- where feasible, facilitating development in the central commercial area through purchase or exchange, on a case by case basis, within the Town's financial capability.

(5) Any expansion of the central business area will be based on maintaining a contiguous retail commercial area with regard to existing and adjoining land uses.

(6) Single detached dwellings located in the central business district will be accommodated as a discretionary use in the zoning bylaw. This will allow for the continued use of single detached dwellings while providing for potential commercial development.

8. HIGHWAY COMMERCIAL

8.1 Issues and Concerns

There is a need to identify land for potential highway commercial development taking into consideration physical and environmental constraints in the community. Also, any future commercial uses need to complement the Town's central business sector. It is also important to maintain potential highway commercial sites for those uses serving the travelling public as well as requiring good vehicular access and larger sites.

8.2 Objectives

- To allocate land for highway commercial uses along the highway.
- To support future highway commercial development within the Town's financial and servicing capabilities which are in compliance with the overall objectives for commercial development.
- To encourage a visually appealing highway commercial area.

8.3 Policies

(1) The area shown as Highway Commercial on the *Land Use Concept Plan* identifies the location

of future highway commercial development.

(2) Highway commercial will generally be comprised of uses serving the travelling public, requiring good vehicular access, highway exposure, and larger sites. Service and retail commercial uses may be accommodated to provide a degree of flexibility as regulated by the zoning bylaw.

(3) New highway commercial development requiring rezoning of land will be evaluated based on the following factors:
- land use concept designation;
- site planning and land use compatibility with existing development;
- the impact on the commercial sector;
- the ability of the Town to provide efficient and economical municipal services; and
- integration with the effective flow of vehicular traffic on local streets and with controlled access to the highway.

(4) To facilitate highway commercial development, the Town may undertake to acquire land through purchase or exchange.

(5) Council will promote and maintain an aesthetically pleasing highway commercial district controlled by development guidelines and regulations provided in the zoning bylaw.

(6) Single detached dwellings located in the highway commercial area will be accommodated as a discretionary use in the zoning bylaw. This will allow for the continued use of single detached dwellings while providing for potential commercial development. It is not intended to accommodate existing mobile homes in this area as these uses are readily moveable and can continue as non-conforming uses.

9. HOME BASED BUSINESS

9.1 Issues and Concerns

Allowing home based business (home occupations) can benefit the community by creating employment opportunities, providing enhanced services, and assisting in stimulating the community economy through purchase of local goods, which can potentially lead to expansion in the commercial area.

Home based businesses can often lead to public complaints. Residents are often concerned with increased noise, odour, litter and traffic, outside storage, decreased property values and detraction from the residential character of the area. The business community may perceive home based business as unfair competition. Council is concerned with maintaining appropriate regulations to minimize public concerns while still providing for enhanced business opportunity.

9.2 Objectives

- To provide for home based businesses compatible with the residential area as regulated by the zoning bylaw.

- To minimize any negative impact of home based business on the residential area.

9.3 Policies

(1) Home based business is an important element in enhancing commercial enterprise and overall economic development in the community, and will be accommodated as regulated by the zoning bylaw.

(2) In order to maintain the residential character, home based businesses will be evaluated based on the following general factors and performance criteria established by the zoning bylaw:
- the extent of increased vehicular and pedestrian traffic in the neighbourhood
- compatibility with neighbouring properties and potential for land use conflict; and
- employees involved in the business.

(3) Home based businesses will be required to comply with the Town's Building Bylaw.

10. INDUSTRIAL

10.1 Issues and Concerns

There is a need to support the industrial development sector as it is key in promoting diversification and creating new employment opportunities. Industrial land uses are concentrated in the vicinity of the railway as well as east of the highway. It is important that industrial development considered to suitable with existing uses be concentrated in these areas in order to maintain compatible land use and to provide for the economical provision of services and roads.

10.2 Objectives

- To attract new industrial and manufacturing operations in support of diversifying the local economy.

- To designate areas suitable for orderly and economical industrial development.

10.3 Policies

(1) The *Land Use Concept Plan* identifies areas of existing and future industrial use. Future industrial subdivision and development will be considered based on:
- land use compatibility with existing development;
- the ability of the Town to provide efficient and economical municipal services;
- impact on financial and capital planning by the Town;
- site suitability and planning aspects including screening, vehicular access, and traffic safety; and
- appropriate development standards provided by the zoning bylaw.

(2) Where necessary, the Town may undertake to acquire land for industrial development through purchase or exchange.

(3) Infilling of vacant industrial land or expansion of developed areas will be encouraged.

(4) Council will promote the community as an area for new industrial development in co-operation with the Regional Economic Development Authority.

(5) A broad range of service commercial and industrial uses will be accommodated in industrial designated areas. Uses that are considered heavy industrial in nature will be considered as discretionary uses as controlled by development standards and regulations contained in the zoning bylaw.

(6) Development standards will be established in the zoning bylaw for industrial designated areas along the highway in order to promote visual pleasing industrial land uses.

11. COMMUNITY (PUBLIC) SERVICES

11.1 Issues and Concerns

Access to community services is important to local residents in maintaining the quality of life. Education and library services, health and home care, social services, housing for seniors are examples of services that are important to the community. While the Province of Saskatchewan through local administrative boards provides many of these services, the Town can support the development and integration of public service uses within the zoning bylaw.

Health care services including hospital care and ambulance services are provided by the Somewhere Health Region. Maintaining services is important to the social development of the community and is a primary concern to the Town.

Educational services are administered by the Somewhere School Division No. xx. School enrolment has remained relatively stable with little need for expansion. Presently, there are 246 public school students and 178 high school students. This includes students from kindergarten to grade twelve. Schools provide a duel role in providing education training as well as recreational and social events. Therefore, there may be opportunities for joint sharing of facilities.

Maintaining park space and assisting in the provision and programming of recreational facilities is an issue to the community. The Town assists a number of groups and agencies in the delivery of recreational services to the community. Increasing operating costs and a growing interest in individual recreational activity impact on the ability of the Town to provide recreational services. The Town is in the need of a community centre for public functions.

The Town is served by the Somewhere Regional Library. The library service is co-operatively delivered through a network of libraries in the region. The Town co-operates with a number of neighbouring municipalities in the delivery of this service.

Protective services include fire, police, ambulance, and emergency measures. Fire protection is

provided by volunteer fire fighters. The Town co-operates with neighbouring municipalities in providing fire protection in the community and surrounding area. The Royal Canadian Mounted Police provides police protection. Ambulance service is co-operatively provided to the community and surrounding region under the management of the Somewhere Health District. A volunteer First Responders unit has been established in the community to deal with emergency situations.

11.2 Objectives

- To support public service delivery agencies in the provision of services, and where appropriate, to assist in programming of services to the public.
- To work in co-operation with service delivery agencies and other municipalities in the provision of services.
- To encourage the co-ordination and integration of community facilities where appropriate.
- To provide park space suitable for community needs.

11.3 Policies

(1) Public service developments will be supported that focus on enhancing services in the community in compliance with the Basic Planning Statement. The Town will work with service delivery agencies and other municipalities, as the case may be, by:
- participating in activities furthering the delivery of services;
- assisting in site planning for public service uses;
- where appropriate, supporting the joint use of community facilities as a means of providing cost efficient services to the public; and
- accommodating public service development in appropriate locations in the community compatible with existing land use as may be permitted by the zoning bylaw.

(2) Proposed public service developments will be evaluated based on:
- location, site layout and proper vehicular access;
- the compatibility of land use;
- the provision of adequate municipal services; and
- development standards provided by the zoning bylaw.

(3) The Town will continue to maintain and improve park and playground development.

(4) The Town will work with the Board of Education supporting:
- park space adjacent to school sites;
- the joint use of school and community facilities as a means of providing cost efficient services to the public;
- the delivery of enhanced educational services to the community and area residents; and
- public awareness of local educational opportunities.

(5) The Town will work in co-operation with municipalities and other jurisdictions in the effective and efficient delivery of services to the community and region.

(6) Strategies will be developed for the conservation of water in maintaining parks and open space related to the use of:
- hard landscaping;
- indigenous vegetation and drought resistant trees; and
- mulches and controlled timing of watering to reduce evaporation.

(7) Community beautification will be a focus in developing and maintaining public spaces as well as enhancing the appearance of main entrances into the Town.

(8) Council supports the preservation and integration of natural watercourses and wetlands in fulfilling public recreational and open space needs in the community. An open space management plan will be developed for the creek area.

(9) The following factors will be considered in making decisions on the provision of municipal reserves or environmental reserves:
- In new residential development consideration will be given to dedicating municipal reserve areas for park space as may be required, or as an alternative where cash in lieu is taken, the monies will be placed in the Dedicated Lands Account used to purchase or maintain municipal reserves.
- In commercial and industrial subdivisions, cash in lieu will be considered as the primary means of fulfilling municipal reserve requirements, unless the requirement can be transferred to an acceptable alternate location and the land dedicated as municipal reserve.
- Dedication of environmental reserve adjacent to the creek for the protection of development and provision of a linkage of open and recreational space.

(10) The objective of each of the dedicated public reserve lands is as follows:
- Public Reserve R1 is intended to serves as a sports playing field.
- Public Reserve R2 will serve as a passive recreational area used in conjunction with open space along the creek.
- Public Reserve R3 will serve as a main park complementing the adjacent school.

12. HERITAGE RESOURCES

12.1 Issues and Concerns

Heritage resources are an important aspect of historical community development. Historical buildings are a representation of the past, which can enhance tourism and economic development. The Town has buildings that are representative of earlier years. It is important that such heritage resources be protected and that the public is made aware of the importance of preserving these buildings and features of the past.

12.2 Objectives

- To protect and assist in the preservation of significant heritage features and buildings.
- To promote the public awareness of historical buildings, cultural themes, and events.

12.3 Policies

(1) The Town supports the preservation of historical buildings, and where appropriate, will designate such properties under *The Heritage Property Act*. The courthouse and legion hall buildings have significant historical significance to the community and have been designated.

(2) The Town supports the reuse, renovations or additions that preserve the historical significance of heritage resource buildings.

(3) Council supports public awareness as a means of promoting knowledge and appreciation of existing heritage buildings and features in the community.

(4) Council will work with the Heritage Committee in exploring alternatives for financial assistance in preserving and promoting public awareness of heritage resources.

13. ENVIRONMENTAL, RESOURCE AND FLOODPLAIN MANAGEMENT

13.1 Issues and Concerns

Council is concerned with providing an aesthetically pleasing environment. A clean and attractive community is important for local citizens and in attracting new residents to the community. Managing local environmental resources such as the slough and creek, trees and natural vegetation are important in protecting the local environment and maintaining community aesthetics. Working with organizations involved in environmental management is equally important. Minimizing development impacts on these areas will need to be considered in future planning.

Another concern is the suitability of land along the creek and the preservation of natural habitat and wetlands. Some areas adjacent the creek are susceptible to flooding. There is a potential for flood damage to adjacent property from overflow of the creek. There is a need to minimize development in the floodway and ensure that any development is suitable for the area. Developments such as recreation, agriculture and open spaces may be acceptable within a flood hazard area. In addition, there is a need to suitably flood proof any development in the floodway fringe area.

13.2 Objectives

- To provide an environmentally safe and visually pleasing community.
- To ensure sound management of land and water resources.
- To protect wildlife habitat, wetlands, trees and important natural vegetation in the community.

- To protect development from flooding and hazards to persons and property.

13.3 Policies

(1) The Town will work with organizations, agencies and adjacent municipalities in providing effective waste management and environmental protection.

(2) The Town will support the safe disposal of sewage, solid and industrial wastes.

(3) As required, the Town will assist Saskatchewan Environment and Resource Management in the identification of contaminated sites that may exist in the community.

(4) Natural areas are an important land use and will provide a means of protecting the environment and improving the aesthetics of the community. Wetland areas along the slough and creek will be protected and where appropriate integrated with recreational uses and development. Future development will not alter the configuration of natural areas other than by the addition of appropriate structures to enhance the usability of the site (such as, walkways, walkway bridges, boardwalks, and retaining walls).

(5) A healthy stock of trees will be maintained by controlling the transmission of diseases affecting trees in the community.

(6) The design of new subdivision near the creek or slough will have regard to safe building elevations.

(7) The zoning bylaw will control development in flood hazard areas designed to protect, conserve and ensure the sound management of land and related water resources.

(8) Where there is subdivision of land, any area that is determined to be hazard lands will be designated as environmental reserve in accordance with *The Planning and Development Act, 1983.*

14. PUBLIC UTILITIES

14.1 Issues and Concerns

The sanitary sewage system is generally in good condition with no major problems. The sewage treatment plant has a sufficient capacity to handle the target population of 1,000 residents. Maintenance of this system will be necessary in meeting the needs of the community.

Storm water is accommodated by a surface water drainage system. Ensuring proper grading and sloping of roadways is necessary in providing for a low cost and effective surface storm water drainage system.

Providing a safe supply of potable water is important in community development. The Town obtains its water supply from two wells. The water storage reservoir and water treatment facilities provide

an acceptable quality and quantity of water to the community. The water treatment plant was recently upgraded with an additional sand filter. The water reservoir has a capacity of 100,000 gallons, which meets current needs but will need to be upgraded as the population approaches 1,000 persons.

Garbage collection is provided and the level of service is acceptable to the community. Reducing the amount of waste being collected is important to the community from an environmental and economic perspective, and extending the life of the landfill.

Gas, power and communication facilities are well established in the community. The capability of extending services and the location of these facilities is important regarding future development.

Financing of municipal infrastructure is a concern to the Town. Alternative financing arrangements and efficiency in the development of services need to be examined.

14.2 Objectives

- To provide for the orderly development of municipal and provincial utility infrastructure in conformance with local land use policies and environmental regulations.
- To minimize utility and infrastructure municipal costs in the provision of services to areas which pose special servicing problems.
- To provide an acceptable level of solid waste collection and disposal that is economical and environmentally safe.
- To increase public awareness of recycling.

14.3 Policies

(1) The planning, phasing, and development of water and sewer services will be based on:
- the demand for services and the need for upgrading;
- the financial resources of the Town;
- conformance with environmental regulations; and
- the logical extension of existing services.

(2) Options will be investigated for recycling and providing more efficient waste management.

(3) The Town will work towards increasing public awareness of conservation, recycling, and reduction of waste through communication with community residents.

(4) The Town will continue to co-operate with provincial and private agencies in providing a high level of gas, power, and communication service to the community.

(5) The Town will work with provincial agencies in establishing future routes for utility lines with regard given to future community development plans and protection of the natural environment.

(6) For subdivision of private land, the proponent will generally be responsible for all costs associated with providing municipal services as may be provided in a servicing agreement. Where a subdivision of land requires the installation or improvement of municipal services such as sewer lines, streets, or sidewalks within the subdivision, the developer will be required to enter into a service agreement with the Town to cover the installation or improvements including, where necessary, charges to cover the costs of improvement or upgrading of off-site services. Council will, by resolution, establish the standards and requirements for such agreements and charges, including the posting of performance bonds or letters of credit.

15. TRANSPORTATION

15.1 Issues and Concerns

Council is concerned with providing a safe and efficient network of streets, sidewalks, and pathways that accommodates the needs of the community. Maintaining safe highway access for potential future development is also an issue. Providing and financing improvements in transportation in the future is a concern to the Town.

15.2 Objectives

- To provide efficient and safe vehicular and pedestrian traffic.
- To work with Saskatchewan Highways and Transportation in establishing safe vehicular access points in the Town.

15.3 Policies

(1) The Town will maintain a program of street maintenance and upgrading.

(2) New roads will be planned and constructed with regard to land use and provision of suitable access. The Town will acquire property for road right-of-ways by means of dedication or an agreement for purchase at the time of development or redevelopment of property.

(3) New road and sidewalk construction will be required to meet Town requirements for development.

16. MUNICIPAL EXPANSION AND PERIPHERAL LANDS

16.1 Issues and Concerns

The majority of the land in the community is subdivided and developed, therefore, expansion outside the present limits will likely be necessary. There are two farmyards in close proximity to the Town. These farming operations do not pose a problem from a land use perspective. New development

outside the Town may have an impact on the future development of the community and consequently there is a need to identify potential future development areas.

It is important that developments in the surround rural area do not adversely effect existing or proposed future land uses, servicing requirements, or impact upon municipal facilities. For example, intensive livestock operations can create odour problems whereas anhydrous ammonia can be hazardous to residents. At present, there are no problems with adjacent land uses of this nature near the Town, however, where such development is contemplated, there is a need to adhere to setback distances as may be required by provincial statutes or regulations. There is a need to protect the municipal drinking water supply and the community well located in the rural area. There is a need to maintain effective communication so that the rural municipality is aware of future development plans.

16.2 Objectives

- To establish land use control on peripheral lands within Town limits intended for future development.
- Where required, to alter the Town limits based on need and to provide for orderly development of land uses and services.
- To consult with the adjacent rural municipality on land use matters.
- To safeguard municipal services from incompatible land uses.

16.3 Policies

(1) The Town will consult with the rural municipality on land use planning matters in support of orderly development on neighbouring lands.

(2) Urban Holding zoning will be applied to lands intended for future development. The zoning district will provide development control until such time as the land is required for specific development at which time the land may be appropriately rezoned in accordance with the Basic Planning Statement.

(3) The Town may undertake to alter the its boundaries where the land is required for expansion and development within a five-year time frame, and to accommodate specific development proposals where Town services are required.

(4) Referrals of development proposals on nearby rural municipal lands will be evaluated based on the following guidelines:
- the potential for land use conflict and compatibility with adjacent municipality development;
- the impact on future land use; and
- the effect on municipal services and inter-municipal agreements for services to the rural area.

17. PLAN IMPLEMENTATION TOOLS AND POLICIES

The following instruments and initiatives will be utilized in implementing the Basic Planning Statement:

17.1 Zoning Bylaw

In conjunction with the Basic Planning Statement, the zoning bylaw will control the use of land. The zoning bylaw will establish and prescribe uses for zoning districts and regulations, and incorporate flexible zoning techniques.

17.1.1 Zoning Designations

The objective of each of the zoning districts contained in the zoning bylaw is described below:

R1 - Residential District - To provide an area for residential development comprised of primarily single detached dwellings along with compatible community service and public work uses.

R2 - Residential District - To provide an area for a broader range of residential development along with compatible community service and public work uses.

C1 - Central Business District - To provide a concentrated area for retail commercial uses, offices, financial institutions, personal services, as well as some cultural and recreational facilities. The uses allowed in this district will generally require smaller sites as compared with highway commercial uses.

C2 - Highway Commercial District - To allow for the development of commercial uses which require medium to large sites or good vehicular access and visibility to a highway or major arterial street. To provide flexibility, service commercial uses may be allowed as a discretionary use.

CS - Community Service District - To provide for and regulate development of institutional, recreational, and other community service uses.

I - Industrial District - To provide an area for development of a broad range of service commercial and industrial uses accommodated as permitted or discretionary uses.

UH - Urban Holding District - To control development in areas that are not immediately required for development, but which may be required in the future. Subdivision will not be permitted except for those uses that may be allowed in the district as established by the zoning bylaw.

17.1.2 Contract Zoning

For purposes of accommodating a rezoning for unique development situations, Council may consider entering into rezoning agreements (contract zoning) for site specific development based on the following guidelines:

- the rezoning to permit the development will not unduly conflict with adjacent land uses that are

legally permitted uses within the proposed or adjacent zoning district;

- the rezoning will be used to allow a specific use or range of uses contained within the zoning district to which the land is being rezoned;
- the development or redevelopment of the site for the specific use will be of benefit to the immediate area and the Town as a whole; and
- the request for a rezoning must be accompanied by a description of the proposal, plans indicating specific uses, building location, landscaping, lighting, off-street parking, and any other aspects of development that may effect the site and adjacent uses.

17.1.3 Minor Variances To The Zoning Bylaw

(1) Council will allow for minor variances to the zoning bylaw as a means of providing flexibility in the administration of the zoning bylaw and as a way of providing timely development decisions. The zoning bylaw will identify how the zoning bylaw may be varied.

(2) The zoning bylaw will establish a procedure for processing and recording of minor variance applications.

17.1.4 Subdivision, Concept Plans and Phasing of Development

(1) The Town has control on subdivision of land through the Basic Planning Statement and Zoning Bylaw. Subdivision will be supported where it meets the requirements of the Basic Planning Statement and Zoning Bylaw. Hence, Council is in a position to guide development in the areas of subdivision and lot design, street layout, location of municipal reserve and other dedicated lands as well as exercise control over utility easements and leases.

(2) Concept plans will be used to:

- guide the phasing of development;
- identify street and lot layouts;
- identify land uses and density of development; and
- determine school sites and parks, where necessary.

(3) Development will proceed at a rate which meets residential, commercial and industrial land requirements. This will involve phased development that:

- occurs in an efficient and cost effective manner taking into consideration the Town's Capital Works program and financial capability;
- ensures a choice of location for building sites;
- is orderly and geographically continuous; and
- provides sufficient land so that requirements are met.

17.2 Rezoning of Land

Council will consider the following factors when dealing with applications to rezone, subdivide, and develop land:

- conformance to the Basic Planning Statement;

- suitability of the site for development;
- compatibility of land use;
- provision of dedicated lands as may be required for subdivision;
- the Town's financial capability to accommodate the development;
- the adequate provision of municipal services; and
- the need for a servicing agreement for on-site and off-site services.

17.3 Servicing Agreement

Where a servicing agreement is required, the agreement becomes a condition of approval of a subdivision by the approving authority. The agreement will ensure that municipal standards are met for capital works and guarantee that such development costs are borne by the developer.

17.4 Building Bylaw

In accordance with *The Uniform Building and Accessibility Standards Act* the Town will ensure that building construction is regulated so that they are physically acceptable to the community. The Building Bylaw will control the minimum standard of construction through the issuance of building permits.

17.5 Land Acquisition

In accordance with *The Urban Municipality Act, 1984* Council may purchase land for urban development. In this regard Council may consider the purchase of land for subdivision or development to:

- facilitate urban development including public facilities;
- provide affordable housing; and
- facilitate the relocation of non-conforming uses.

17.6 Inter-Municipal And Inter-Jurisdictional Co-operation

Council is involved in a number of inter-municipal initiatives that focus on a co-operative approach to providing cost efficient and effective services (fire protection, recreation, health care, emergency services, and economic development). The Town will continue to work in partnership with other jurisdictions and agencies as a means of providing and sharing services effectively and efficiently.

17.7 Capital Works Program

In accordance with *The Urban Municipality Act, 1984* Council will prepare a capital works plan, which will be co-ordinated with policies of the Basic Planning Statement to ensure the effective and efficient control of development and public spending.

18. MONITORING AND AMENDMENT

(1) The Basic Planning Statement establishes the policies that are expected to meet anticipated residential, commercial, and industrial requirements within the financial and servicing

capabilities of the community. The policies will serve as a basis for detailed planning and servicing. To ensure the effectiveness of the policies in meeting overall community objectives, Council will monitor the local situation and evaluate the appropriateness of these policies.

(2) The Basic Planning Statement may be amended if necessary by Council. Amendments may also be proposed by developers and the public to facilitate development proposals. Council will consider such requests based on:

- appropriate community development and public interest; and
- overall community objectives as established by the Basic Planning Statement.